

12 DEC 1953

MEMORANDUM FOR: Deputy Director of Central Intelligence
SUBJECT : Reassignment of Surplus Personnel

DOCUMENT NO. ~~18-35~~
NO CHANGE IN CLASS. ☐
☒ DECLASSIFIED
CLASS. CHANGED TO: TS S C
NEXT REVIEW DATE:
AUTH: HR 70-2
DATE: 5/21/80 REVIEWER: 037189

1. For concurrence or comment, this Office forwarded copies of the proposed Agency Notice, entitled "Agency Reassignment Board" (Tab A) to each of the major components and to the Inspector General. As distributed, this Notice included your revisions of the text which had originally been prepared by the Personnel Office.
2. The Assistant Director for Communications has given unqualified concurrence. The Director of Training has concurred generally and recommends one minor editorial change. The Deputy Director (Plans) also has written general concurrence. However, he takes exception to the final paragraph of the Notice which states that Federal reduction-in-force procedures will be invoked to eliminate excess personnel when the efforts described in preceding paragraphs of the Notice fail to provide a solution to the personnel overage.
3. General non-concurrence in the proposed Notice has been expressed by the Deputy Director (Intelligence) and by the Inspector General. Briefly, the principal exceptions stated by the Deputy Director (Intelligence) and the Inspector General, with which I am in general agreement, relate to the following elements of the procedure as presently written:
 - a. The method by which an operating office may nominate individuals for Agency-wide reassignment efforts provides no safeguards against using this procedure merely to unload sub-standard employees; there is no assurance that the procedure would be limited to bona fide cases of personnel surpluses. The Inspector General summarizes this problem as follows: "We make ourselves susceptible to the allegation that subjectivity not objectivity was the basis of declaring any specific individual surplus."
 - b. The Notice fails to provide guidance as to how to use the five factors to be considered in nominating the surplus individual. This has tended to re-enforce the feeling that the persons to be proposed for the forced reassignment will be a "hand-picked" group who are least qualified.
 - c. No appeal from the vote of the Reassignment Board is granted, despite the advisory capacity of the Board.

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d. The procedures by which personnel are to be finally separated, if other steps fail to provide internal reassignments, require clarity. For example, if the need for actual reduction-in-force operations develops, will the personnel doing comparable work be thrown into formal competition on an Agency-wide (including overseas) basis, or will such areas of competition be restricted to the components within which the personnel overages exist? Will we invoke the Director's special termination authority, or will we proceed under normal administrative authority?

4. The separate memoranda of concurrence or comment are attached. (Tab B)

5. I recommend that the Notice be returned to this Office for such revision as will accomplish maximum agreement on the issues recited above. Those points which cannot be resolved through this process would then be brought to your attention for decision.

15/
L. K. WHITE
Acting Deputy Director
(Administration)

APPROVED:

C. P. CABELL
Deputy Director

SA/DDA:DCK:dh
Retyped: djm

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